



Board of Trustees - Study Session

Tuesday, December 14, 2021 at 5:45 pm

**PLEASE SILENCE ALL CELL PHONE AND ELECTRONIC DEVICES.
THANK YOU**

1. Meeting Information

207 Muegge Way, Bennett, CO 80102

For a live stream of the meeting use the information below:

<https://us02web.zoom.us/j/85317092487>

Meeting ID: 853 1709 2487

Passcode: 417961

One tap mobile

+12532158782

2. Executive Services Department Update

Corren Lind, Executive Services Manager

Attachments:

- **Executive Services Department Update** (Executive_Services_Department_Report_12.14.21.pdf)

3. F318 Sanitary Survey and Fluoride Contaminant Public Notices

Dave Lewis, ORC Town of Bennett

Robin Price, Public Works Director

Ricky Martinez, Assistant Public Works Director

Attachments:

- **Staff Report F318 Sanitary Survey and Fluoride Contaminant Public Notices** (0_-_Staff_Report_Public_Notice_December_14_2021.pdf)
- **F318 Sanitary Survey Violation** (2_-_Town_of_Bennett-CO0101020_PN_for_Sanit

ary_Survey_F318_Violation_-_Tier_2.pdf)

- **Fluoride Secondary Maximum Contaminant Level Notice** (1_-_Town_of_Bennett-CO0101020_PN_for_Fluoride_Secondary_Contaminant_Level_-_Tier_3.pdf)
- **Clarification Letter for Notices** (0_-_TownofBennett_WaterViolation_December2021_Update.pdf)

4. 2022 Town of Bennett Budget Update

Danette Ruvalcaba, Finance and Technology Director

Click the link below to view the 2022 Town of Bennett Budget Dashboard:

<https://app.smartsheet.com/b/publish?EQBCT=096c07ca0263469b866279618e808544>

Contact: Christina Hart (chart@bennett.co.us 303-644-3249 x1001) | Agenda published on 12/10/2021 at 11:07 AM

DEPARTMENT PROGRESS REPORT



TO: Mayor and Town of Bennett Board of Trustees
FROM: Corren Lind, Executive Services Manager
DATE: December 14, 2021
SUBJECT: Executive Services Progress Report

Management Summary

The Executive Services team provides administrative services to all Town departments. The roles and responsibilities of the department include, but are not limited to, health and wellness, safety, risk management, code enforcement, animal control and human resources.

Human Resources

Open enrollment is complete for 2022. Employees finalized their elections for 2022 benefits by selecting coverages for medical, dental, vision and life insurance.

Staff onboarded two new full time employees (FTEs) in November and are hiring for two positions in Public Works that will be filled in 2022.

Administrative support was provided for both the Breakfast with Santa event and the upcoming holiday party.

Safety

Beginning in September 2021, the Town of Bennett partnered with Lincoln Community Health (LCH) to conduct COVID-19 testing in Bennett at their mobile clinic on the first and third Tuesdays of the month. To date, 89 patients have been tested for COVID-19 with LCH. The mobile unit also provides primary care and acute care services to area residents.

In October 2021, the Town partnered with CDPHE to have Affinity Care Colorado provide COVID-19 testing services in Bennett on Fridays from 9:00 am to 3:00 pm. To date, 104 individuals have been tested.

Town Safety Officer, Gerilynn Scheidt, is a participating member of the Colorado East I-70 Corridor Public Safety Group. She has been designated as the person responsible for keeping the I-70 Corridor Mass Care Shelter Plan up-to-date with input from all participating agencies. The shelter plan is activated whenever shelter operations are needed along I-70, east of Denver from Exit 292 to the Kansas State line. The purpose of the plan is to establish guidelines for mass care operations in the designated area. While disaster services may be needed any time of the year, the primary focus of the plan is for winter storms and the resulting I-70 road closures.

The Bennett Community Center is designated as the backup location for shelter services in Bennett. Staff has coordinated with Adams County's OEM Office to have one of their shelter trailers in Bennett as

well. Supplies in the shelter trailer include cots and blankets. This trailer is housed in the Public Works yard in order to provide timely delivery of supplies and necessities.

October 14, 2021, was the Town's inaugural Health & Safety Fair for staff. The event goal was to provide services that would help employees with safety, physical, mental and financial well-being in the office and beyond. Event activities included hands-on fire extinguisher training, flu vaccinations, retirement planning and medical, dental and mental health services. The Health & Safety Fair will be an annual event to promote safety, health and wellness.

Staff submitted a grant application to Firehouse Subs for a digital tornado siren for the Antelope Hills subdivision and surrounding area. The grant request was for \$25,000 and is a 100% grant with no required funding match from the Town. The grant includes the purchase of a digital tornado siren, radio siren controller, Motorola equipment and electrician services. Notice of the grant award will be issued in January 2022.

In November, the Town of Bennett received 10 new APX4000 radios from Adcom911. These radios are part of the 2013 IGA between Adcom911 and the Town in exchange for a radio tower and equipment shelter being located at the Wastewater Treatment Facility site. Adcom911 programs and maintains the radios and replaces them every 8 years. These radios provide another way for staff to reach emergency services in areas with no cell phone coverage. It is also Adcom911's responsibility to maintain the radio tower and all associated equipment.

As a part of Governor Polis' Vaccines for All plan, the Town was selected as a vaccine clinic location on December 2, 2021. COVID vaccinations for first, second and booster doses were administered to 147 individuals.

Monthly safety trainings and Job Safety Analysis (JSA) with staff are ongoing. These trainings are important to improve staff's awareness around safety not just at work but at home as well.

Community Services Division

Staff is busy working on updates to Chapters 7 and 8 of the Bennett Municipal Code, as well as a strategic plan for the division.

Both Community Services Officers are busy patrolling and addressing violations.

Summonses for code enforcement are being input into the new financial software, Caselle, along with depositions.

Community Center rentals have increased and staff are being cross-trained on all operational and rental policies.

Staff is also working on the business windshield survey with the Economic Development Coordinator to enhance our local businesses. Quarterly checkups are scheduled for 2022 to ensure compliance and efficiency.

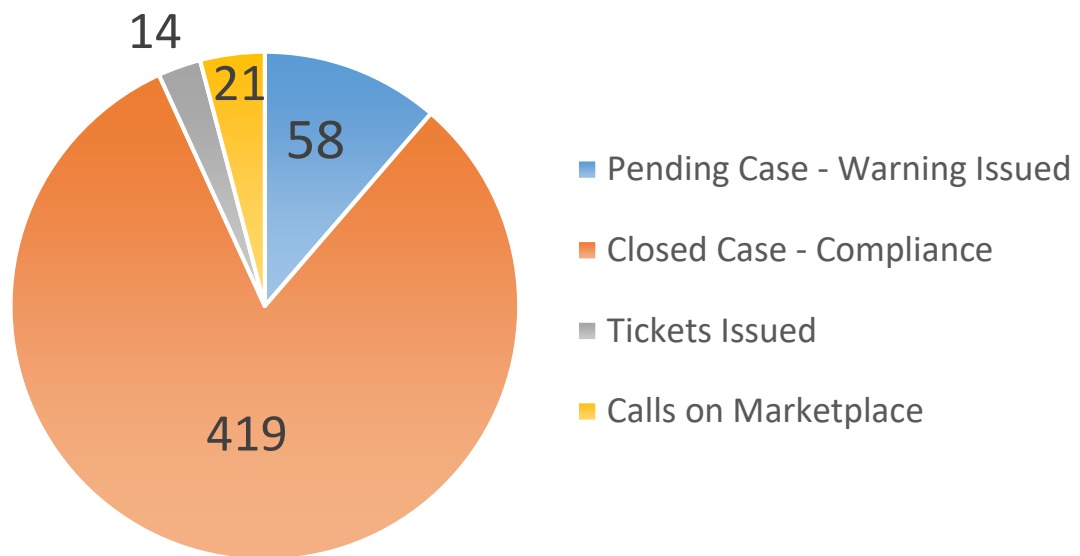
The REVIVE grant program was incredibly successful in 2021. Staff issued ten grants in the first six months of the year and have ten more grants that the Board of Trustees have approved additional

funding before the end of the year. Residents have been very thankful that the Town was able to assist them in reviving their homes.

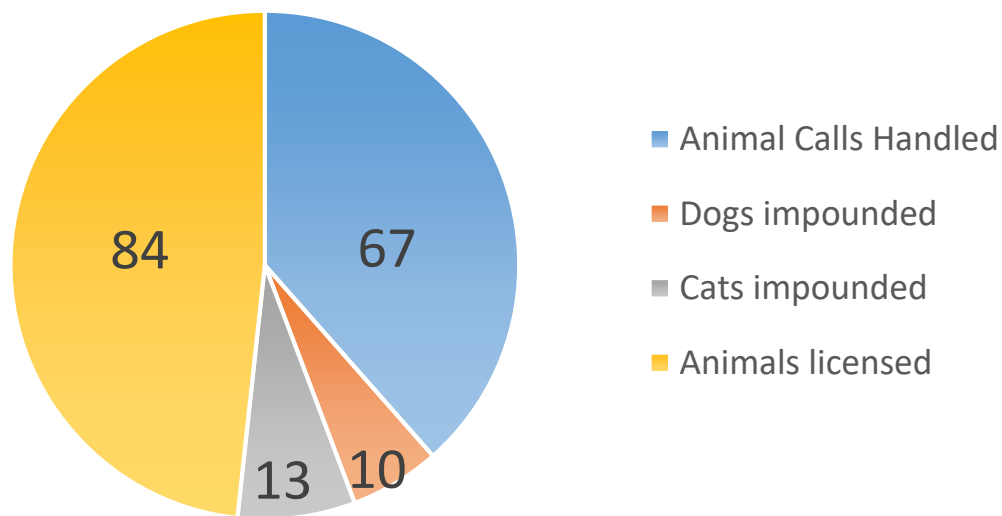
The Town has signed up for Public Surplus, an auctioning platform, in order to auction off assorted items that the Town no longer needs. The platform streamlines the auctioning process and has been easy to use.

Below are graphs showing the code enforcement and animal control calls received in 2021.

Code Enforcement



Animal Control



STAFF REPORT



welcome neighbors.

TO: Mayor and Town of Bennett Board of Trustees
FROM: Dave Lewis, ORC Town of Bennett
Robin Price, Public Works Director
Ricky Martinez, Assistant Public Works Director
DATE: December, 14 2021
SUBJECT: F318 Sanitary Survey and Fluoride Contaminant Public Notices

Background

On December 15, 2021, the Town will be mailing residents two public notices from the Colorado Department of Public Health and Environment (CDPHE) as well as a letter explaining the notices. Below is information on the F318 Sanitary Survey violation and the Fluoride Secondary Maximum Containment Level notice:

F318 Sanitary Survey Violation

During the 2021 Sanitary Survey, CDPHE asked the Town to provide documentation for periodic inspections of the storage tanks in Bennett. Town Staff have completed these inspections every quarter, as required by CDPHE, and reports were provided to the division inspector. The inspections consist of an exterior examination of each tank site to ensure the integrity of the infrastructure. Each inspection must be visually documented and photos are provided with the inspection report.

CDPHE's division inspector requested periodic inspection documents for the King Jellyfish site; however, inspections on the elevated tank are incredibly difficult due to the substantial height of the structure and concerns over staff safety. This issue was discussed at length with the inspector and numerous ideas on how to conduct a periodic inspection of the tank site were explored. Despite robust discussion on the topic, it was determined that the periodic inspection rules could not be waived and a violation was given to the Town for not completing all of the inspections for the elevated tank. Moving forward, all quarterly inspections will be completed.

Bennett residents were previously noticed of this violation in May 2021 and the concern was resolved in August 2021; however, CDPHE failed to process the prior notice, which is resulting in the Town being required to notice again. This is not a new violation.

Fluoride Secondary Maximum Contaminant Level

This public notice is not a violation but the Town is required to notify residents of any fluoride reading higher than 2mg/l. Staff recently completed the three, six and nine year samples for the Converse Road pump station and the fluoride sample came back at 2.08mg/l. The fluoride readings for this pump station are normally well below 2.0mg/l but in the late summer months the Town relies more heavily on the Laramie-Fox Hills wells, which can produce a higher fluoride result.

Staff Recommendation

No action is needed by the Board at this time. Staff simply wanted to provide background and information on the required notices and explanation letter that will be sent to all utility customers.

Attachments

1. F318 Sanitary Survey Violation
2. Fluoride Secondary Maximum Contaminant Level notice
3. Clarification Letter for Notices

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Town of Bennett

Had the following Violations Identified During a Drinking Water Inspection

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

Our water system recently violated a drinking water requirement. Although this situation is not an emergency, as our customers you have a right to know what happened, what you should do, and what we are doing to correct this situation.

A routine drinking water inspection conducted on March 4, 2021 by the state drinking water program identified the following violations that may pose a risk to public health.

Identified Violation	Date Correction is Required	Steps We Have Taken
F318 – The water supplier failed to perform at least one periodic storage tank inspection in a twelve-month period.	June 30, 2021	We have completed the required periodic inspection of the King Jellyfish storage tank. We also hired a contract company to perform a comprehensive storage tank inspection. Additionally, we installed a gasket on the access hatch and submitted photos to the CDPHE inspector.

We have completed all of the necessary activities in order to resolve this violation with the Colorado Department of Public Health and Environment. However, we did not accomplish this by the June 30th deadline, which is why you are receiving this letter.

- Inadequately maintained storage tanks, identified through inspections, may allow contaminants or disease-causing organisms to enter the drinking water, which can cause diarrhea, nausea, cramps, and associated headaches.

What does this mean? What should I do?

- There is nothing you need to do at this time. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

We anticipate resolving the problem by **June 30, 2021**. For more information, please contact **Ricky Martinez** at **rmartinez@bennett.co.us** or **303-644-3249 Ext 1014**, or **365 Palmer Ave, Bennett, CO 80102**.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by: Town of Bennett - CO0101020

Date distributed: **October 4, 2021**

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Town of Bennett High Levels of Fluoride

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

This is an alert about your drinking water and a cosmetic dental problem that might affect children under nine years of age. At low levels, fluoride can help prevent cavities, but children drinking water containing more than 2.0 milligrams per liter (mg/L) of fluoride may develop cosmetic discoloration of their permanent teeth (dental fluorosis). The drinking water provided by your community water system has a fluoride concentration of 2.08 mg/L.

What does this mean? What should I do?

- Dental fluorosis in its moderate or severe forms may result in a brown staining and or pitting of the permanent teeth. This problem occurs only in developing teeth, before they erupt from the gums. Children under nine years of age should be provided with alternative sources of drinking water or water that has been treated to remove the fluoride to avoid the possibility of staining and pitting of their permanent teeth. You may also want to contact your dentist about proper use by young children of fluoride-containing products. Older children and adults may safely drink the water.
- Drinking water containing more than 4.0 mg/L of fluoride (the U.S. Environmental Protection Agency's drinking water standard) can increase your risk of developing bone disease. Your drinking water does not contain more than 4.0 mg/L of fluoride, but we're required to notify you when we discover that the fluoride levels in your drinking water exceed 2.0 mg/L because of this cosmetic dental problem.
- Some home water treatment units are also available to remove fluoride from drinking water. To learn more about available home water treatment units, you may call NSF International at 1-877-8-NSF-HELP.

What is being done?

- Fluoride contamination is rarely due to human activity. Fluoride occurs naturally in some areas.
- Because this is a Secondary Maximum Contaminant Level Exceedance, no violation will be issued. However, we are required to notify you, the consumer, that there were elevated levels of Fluoride found in the water.

There is no resolution needed for this problem. For more information, please contact **Ricky Martinez** at **rmartinez@bennett.co.us** or **303-644-3249 Ext 1014**, or **365 Palmer Ave, Bennett, CO 80102**.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by: Town of Bennett - CO0101020
Date distributed: December 15, 2021

Town of Bennett

Water Violation Notice Clarification



Dear Town of Bennett Water Users;

Included with this letter are two notices regarding the Town of Bennett's 2021 Sanitary Survey that are required to be sent to all water users when a violation has been identified by the Colorado Department of Public Health and Environment (CDPHE) during routine inspections.

It is important to understand that this situation is not an emergency and the drinking water in Bennett is safe to drink. If a situation should arise where the water is no longer safe, residents would be notified immediately.

The first notice is in reference to the inspection of the elevated water storage tank, which is also referred to as "King Jellyfish." Bennett residents were previously noticed of this violation in May 2021. The Town sent in the required notice information, however, CDPHE is requiring that this notice be sent again after a delayed response from CDPHE to process the notice in a timely manner. ***This is not a new violation and was resolved in August 2021, CDPHE's failure to process the prior notice is resulting in the Town being required to notice again.***

The second notice is to inform residents that there were high levels of fluoride detected in one of the Town wells. The well sample came back at 2.08 mg/L and the notice limit is 2.0 mg/L. ***This is not a violation from the state and only a notice.***

The Town's Utility Services Department works diligently to ensure safe drinking water for our residents and pride themselves on continually meeting state requirements. **The safety and health of Town of Bennett residents are of the utmost importance to Town staff and the Board of Trustees.**

As a way to better explain the notice and distribution requirements, the Town encourages residents to read the supporting details below. **If you are confused or concerned, we encourage you to contact the Town's Utility Services Supervisor, Ricky Martinez, at rmartinez@bennett.co.us or 303-644-3249 ext. 1014.**